

1. What is a ***Data Authorization*** form?

CIAL values your facility's privacy, clear testing directives, and good documentation practices. To ensure accuracy, we kindly request that you complete a [Data Authorization](#) form for any personnel at your facility who needs access to information pertaining to:

- *Sample updates* (Point of Contact check box)
- *Clarification updates* (Point of Contact check box)
- *Out of Specification (OOS) notifications* (Point of Contact check box)
- *Testing updates* (Point of Contact check box)
- *Access to your facility's final reports on our website* (CIAL Reports Website check box)

This information is communicated through email, phone calls, or our online reports website. It is your facility's responsibility to determine whether each personnel member requires *Point of Contact* and/or *CIAL Reports Website* access. You are not required to check both boxes.

2. What is a ***Data Access Removal*** form?

CIAL values your facility's privacy, clear testing directives, and good documentation practices. To ensure accuracy, we kindly request that you complete a [Data Access Removal](#) form when personnel from your facility leave or move to a new position. This form allows you to revoke access to either the *Point of Contact* or the *CIAL Reports Website*, or both, depending on your current needs.